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Executive Registry

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24 November 1969

DTR-4231

MEMORANDUM FOR: Director of Training

SUBJECT : Annual Report on Agency Training (FY 1969)

REFERENCE : Subject Report dated 10 October 1969

1. General Cushman and I have reviewed this first collective effort by your Office and the Directorates to assemble an annual report on our training. The Director has also been briefed. It is impressive and in my judgment a good first effort.

2. Next year I would hope that the report itself might include a little harder look at the program in terms of evaluating its usefulness to management. Using some tangible measure which would suggest deficiencies and achievements might be possible. Some of us here, with the help of John Clarke's staff, tried to get at this by using the data base provided. I am attaching the results for your review.

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L. K. White
Executive Director-Comptroller

Attachment

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GROUP 1
Excluded from automatic
downgrading and
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COMMENTS ON REPORT AND ACCOMPANYING CHARTS

a. Chart III indicates an overall decrease of over 20 percent in the number of students trained by OTR, and a decline of over 30 percent in the number of students trained in Operations. The report alludes to the latter by emphasizing the enhanced student/instructor ratio, but no indication of the ideal student/instructor ratio is given.

b. Operating costs declined 2.5 percent while the total number of students trained declined 20 percent.

c. Chart VI (Component Conducted Training) gives figures for FY 1969 only. Figures for FY 1968 may not have been available from the Components, but some indication of whether Component training is rising or declining would be useful.

✓ d. Charts VIII and IX omit mention of the European Division Operations Course. Presumably figures were not available, but this fact might have been worth a footnote.

e. External training in FY 1969 increased by 25 percent over FY 1968 (per Chart V). The reasons for this significant increase are not explained.

f. In view of the decline in enrollment, some indication might have been given as to which courses could be offered less frequently. If optimum estimates can be given on ideal size of each course and the desirable student/instructor ratio, the charts and statistics would be more helpful.

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